

TOWN BOARD MEETING

The Regular Meeting of the Town Board of the Town of Cortlandville was held at the Raymond G. Thorpe Municipal Building, 3577 Terrace Road, Cortland, New York, with Deputy Supervisor Testa presiding.

Members present:

Deputy Supervisor, Theodore V. Testa
Councilman, John C. Proud
Councilman, C. Randolph Ross
Councilman, Douglas E. Withey
Town Clerk, Kristin Rocco-Petrella, RMC

Others present were: Richard C. Tupper, Retired Town Supervisor/Supervisor; Highway Sup’t. Glenn Bassett; Court Clerk, Pamela Bassett; Deputy Town Clerk, Patricia Romer; Town Residents: Gregory Leach, Pamela Jenkins, Robert Martin, Matthew Petrella, LeAnn Scanlon, Colby Scanlon; Mary Eckdahl; News Reporter: Jacob DeRochie from the *Cortland Standard*.

Deputy Supervisor Testa called the meeting to order.

Councilman Withey made a motion, seconded by Councilman Proud, to approve the Special Town Board Minutes of October 16, 2018 (2019 Budget Workshop); the Special Town Board Minutes of October 17, 2018 (2019 Budget Workshop); the Special Town Board Minutes of October 24, 2018 (2019 Budget Workshop); and the Special Town Board Minutes of December 28, 2018. All voting aye, the motion was carried.

RESOLUTION #01

ACCEPT 2019 VENDOR LIST FOR THE TOWN HIGHWAY
DEPARTMENT/WATER-SEWER DEPARTMENT

Motion by Councilman Proud
Seconded by Councilman Withey
VOTES: AYE - Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby accept the 2019 Vendor List submitted by Highway Sup’t. Bassett listing vendors used by the Highway Department and Water/Sewer Department for the year 2019 as follows:

VENDOR	PO Number	VENDOR	PO Number	VENDOR	PO Number
Aftermarket Effects	1280	Fastenal Company	1312	NuWay Hydraulics	1344
Allied Spring & Service Inc.	1281	Finger Lakes System Chem	1313	PACS Security Sentinel Sys.	1345
Ames Linen Service Inc.	1282	First Choice Asphalt	1314	Pump Service Supply	1386
Amrex Chemical Co Inc.	1283	FS Lopke Contracting Inc.	1315	Rich & Rich Towing	1346
AT&T Mobility	1284	FW Webb	1381	Ricoh USA Inc.	1347
AW Direct Inc.	1285	Gartner Equipment	1383	Royal Chevrolet Cortland Inc.	1348
Beard Electric LLC	1286	Genson Overhead Door Inc.	1316	RT 13 Rocks LLC	1349
Beck Equipment Inc.	1287	Grainger Parts	1317	Safetly Kleen	1350
BSN Sports Inc.	1288	Grant Street Construction Inc.	1318	Skyline Electric Supply Co Inc	1351
Builders Best Do It Center	1289	Haun Welding Supply Inc.	1319	Stadium International Trucks	1352
Cargill Inc. Salt Division	1290	HEP Sales	1320	Staples Credit Plan	1353
Carrier – Mac Tools	1291	HD Supply LTD (Core&Main)	1321	Steel Sales Inc.	1354
Casella Waste System Inc.	1292	Hogan Drug & Alcohol Testing	1322	Stubs Tree Service	1355
Chemung Supply Corp.	1293	Holbrook’s Precast Inc.	1323	Suit-Kote Corp.	1356
Cincinnatus Home Center	1294	Homer Iron Works LLC	1324	Superior Plus Energy SVC Inc	1357
Cintas Corporation	1295	Homer Men & Boys Store Inc.	1325	Tallmadge Tire Service	1358
Clark Equipment Co.	1296	Hummel’s Office Equip Co.	1326	Team EJ Prescott	1384
CNY Farm Supply	1297	I-D Booth Inc.	1327	T.H. Kinsella	1359
CNY Rental	1298	JC Smith Inc.	1328	Thompson & Johnson Equip.	1360
CNY Signs & Graphics	1299	J&J Equipment	1329	Tifco Industries	1393
Commercial Maint. Supply	1300	Jack McNerney Chevrolet	1330	Ti-Sales Inc.	1361
Cortland Country Max	1301	Joe Johnson Equip USA Inc.	1331	Tractor Supply Co.	1362
Cortland County Hwy Dept.	1302	Kellogg Auto Supply Co Inc.	1332	Triple Cities ACQ LLC	1363
Cortland County SWCD	1303	Kinsley Power Systems	1333	United Radio	1364
Cortland Ready Mix	1304	KJ Electric	1334	Vantage Equipment LLC	1365
Cortland Water Department	1305	Kurtz Truck Equip. Inc.	1335	Vellano Companies	1366
Cortland Wholesale Electric	1306	Lawson Products Inc.	1336	Verizon Wireless	1367
Crossroads Highway Supply	1307	Lehigh Hanson	1337	Walmart Community	1368
Cummins Northeast Inc.	1308	Lowes	1338	WEX Bank	1369
D&L Landscaping	1382	Meldrim’s Paint Center	1339	Zep Sales & Service	1370
D&W Diesel Inc.	1309	Micro-Bac Labs	1340		
Dovi Motors	1310	Murdock’s Excavation	1341		
EMA of New York	1385	Northern Block LLC	1342		
Empire Tractor	1311	Northern Nurseries of NY Inc.	1343		

RESOLUTION #02 AUTHORIZE PAYMENT OF VOUCHERS - YEAR END 2018

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Testa, Proud, Ross, Withey

NAY - 0

ADOPTED

BE IT RESOLVED, the vouchers submitted have been audited and shall be paid as follows:

Funds A, B, DA, DB, HE, HG, HH, SS, SW	Voucher #1910-1912		
	General Fund A	\$	2,695.97
	General Fund B	\$	0.00
	Highway Fund DA	\$	0.00
	Highway Fund DB	\$	0.00
	Saunders Rd Sewer HE	\$	0.00
	Gutchess Lumber SC Project HG	\$	0.00
	New Highway Garage HH	\$	0.00
	Sewer Fund SS	\$	0.00
	Water Fund SW	\$	4,607.18
Funds CD1, CD3, CD4	Voucher #(None)		
	BMills Rehab CD1	\$	0.00
	Town Wide Rehab CD3	\$	0.00
	Business Devl CD4	\$	0.00
Funds SF, TA, TE	Voucher #(None)		
	C'Ville Fire District SF	\$	0.00
	Trust & Agency TA	\$	0.00
	Expendable Trust TE	\$	0.00

RESOLUTION #03 AUTHORIZE PAYMENT OF VOUCHERS - JANUARY

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Testa, Proud, Ross, Withey

NAY - 0

ADOPTED

BE IT RESOLVED, the vouchers submitted have been audited and shall be paid as follows:

Funds A, B, DA, DB, HE, HG, HH, SS, SW	Voucher #1-16		
	General Fund A	\$	114,884.99
	General Fund B	\$	58,234.37
	Highway Fund DA	\$	0.00
	Highway Fund DB	\$	67,200.00
	Saunders Rd Sewer HE	\$	0.00
	Gutchess Lumber SC Project HG	\$	0.00
	New Highway Garage HH	\$	0.00
	Sewer Fund SS	\$	1,133.42
	Water Fund SW	\$	10,807.05
Funds CD1, CD3, CD4	Voucher #(None)		
	BMills Rehab CD1	\$	0.00
	Town Wide Rehab CD3	\$	0.00
	Business Devl CD4	\$	0.00
Funds SF, TA, TE	Voucher #1-1		
	C'Ville Fire District SF	\$	0.00
	Trust & Agency TA	\$	39,460.26
	Expendable Trust TE	\$	0.00

Deputy Supervisor Testa offered privilege of the floor to those in attendance.

Town resident, Pamela Jenkins requested the opportunity to speak later in the meeting when an item was brought to the floor which she thought should have been on the agenda. Deputy Supervisor Testa granted Ms. Jenkins permission to speak later in the meeting.

RESOLUTION #04 ACCEPT PROCEDURES AND FINDINGS REPORT FROM
PORT, KASHDIN & MCSHERRY FOR THE PERIOD ENDING
DECEMBER 31, 2017 FOR THE TOWN OF CORTLANDVILLE
COURT

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Testa, Proud, Ross, Withey NAY - 0

ADOPTED

BE IT RESOLVED, the procedures and findings report from Port, Kashdin & McSherry for the period ending December 31, 2017 for the Town of Cortlandville Court is hereby accepted and shall be received and filed.

Councilman Proud made a motion, seconded by Councilman Ross, to receive and file the Municipal Shelter Inspection Report from NYS Ag. & Markets, regarding the inspection of the Cortland Community SPCA on November 29, 2018. All voting aye the motion was carried.

Councilman Withey made a motion, seconded by Councilman Ross, to receive and file the Dog Control Officer Inspection Report from NYS Ag. & Markets, regarding the inspection of the Cortland Community SPCA on November 29, 2018. All voting aye the motion was carried.

Councilman Proud made a motion, seconded by Councilman Withey, to receive and file the monthly report of Building/Code Enforcement Officer Kevin McMahon for the month of December 2018. All voting aye, the motion was carried.

Councilman Withey requested the Board ask CEO McMahon to attend a future Board meeting to discuss his responsibilities under the Code.

Under new business, Town Clerk Rocco-Petrella announced she received the resignation for retirement from Richard C. Tupper as Town Supervisor and Budget Officer, effective December 28, 2018 at midnight. She read the resignation letter aloud and requested the Board accept the resignation.

RESOLUTION #05 ACCEPT RESIGNATION FOR RETIREMENT FROM
RICHARD C. TUPPER AS TOWN SUPERVISOR AND
BUDGET OFFICER FOR THE TOWN OF CORTLANDVILLE
EFFECTIVE DECEMBER 28, 2018

Motion by Councilman Proud

Seconded by Councilman Ross

VOTES: AYE - Testa, Proud, Ross, Withey NAY - 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby accept the letter of resignation for retirement from Richard C. Tupper as Town Supervisor and Budget Officer for the Town of Cortlandville, effective December 28, 2018 at midnight, and it is further

RESOLVED, the letter of resignation dated December 28, 2018 is hereby received and filed.

Councilman Withey and members of the Board recognized and welcomed Councilman Randy Ross who was appointed to the Board on December 28, 2018.

Councilman Proud made a motion, seconded by Councilman Ross, to appoint Richard C. Tupper as Town Supervisor through December 31, 2019. Councilman Ross suggested privilege of the floor be offered to those in attendance at this time.

Town resident, Pamela Jenkins voiced her concerns about the appointment of Mr. Tupper as Town Supervisor, stating that the item should have been on the agenda to allow the public the opportunity to weigh in on the matter. She requested the Board not take action at this time and stated that Deputy Supervisor Testa could fill in for the vacant position at this time.

Councilman Withey voiced his concerns and objections to appointing Mr. Tupper as Supervisor. In a lengthy commentary, Mr. Withey reflected on his first year in office and three issues he was approached on to help resolve: the installation of basketball hoops at the Blodgett Mills Park which was done; the installation of sidewalks in Blodgett Mills for access to the Blodgett Mills Park, which would be incorporated into future design plans by the County Highway Department; and concern for the manner in which the Town entered into a lease agreement and made improvements to private property known as Hiawatha Landing, which had not been resolved as he requested. Councilman Withey suggested the Town has been remiss in not correcting this situation. Mr. Withey voiced his concerns with Mr. Tupper upholding the code of ethics, and with “double-dipping” as a retiree. Mr. Withey was not in support of appointing Mr. Tupper as Supervisor.

Councilman Proud responded to Councilman Withey’s comments and indicated he supported the appointment of Mr. Tupper to the position he was elected to, which he held for over a decade. He responded to comments made on Hiawatha Landing and “double-dipping”. Deputy Supervisor Testa added his comments on the matter and in support of appointing Mr. Tupper as Supervisor.

With 5-1/2 days into his appointed position and after having discussions with his fellow colleagues, Councilman Ross stated he was interested in doing what was best for the Town. While he did not necessarily agree with the way the state system allows for “double-dipping”, he suggested if the system is to be changed, it should not just be changed for Mr. Tupper. He appreciated Mr. Withey’s concerns, yet suggested that the Board could work together and that he would support Mr. Tupper’s appointment for the remainder of 2019.

RESOLUTION #06 APPOINT RICHARD C. TUPPER AS TOWN SUPERVISOR

Motion by Councilman Proud

Seconded by Councilman Ross

VOTES: Councilman Withey	NAY
Councilman Ross	AYE
Councilman Proud	AYE
Deputy Supervisor Testa	AYE
ADOPTED	

WHEREAS, due to the resignation for retirement of Richard C. Tupper, the elected Supervisor and Budget Officer for the Town of Cortlandville Town Board, a vacancy has occurred, therefore

BE IT RESOLVED, the Town Board of the Town of Cortlandville does hereby appoint Richard C. Tupper of 3741 Lyncort Drive, Cortland, New York as Supervisor for the Town of Cortlandville, effective January 2, 2019, and it is further

RESOLVED, that such term shall expire December 31, 2019.

Town Clerk Rocco-Petrella read Mr. Tupper the official oath of office and swore him in as Town Supervisor for the Town of Cortlandville. Supervisor Tupper joined the Board at the boardroom table and presided over the remainder of the meeting. Supervisor Tupper added his comments and reflected on the accomplishments of his terms in office and the Town’s progress.

RESOLUTION #07 ESTABLISH ADVISORY COMMITTEE TO EXAMINE THE FINANCIAL ORGANIZATION OF THE TOWN AND TO CONSIDER THE POSSIBILITY AND DESIRABILITY OF APPOINTING A DIRECTOR OF FINANCE OR ANY OTHER POSITION TO ASSIST IN THE BUDGETING AND FINANCIAL OPERATIONS

Motion by Councilman Ross

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey	NAY - 0
ADOPTED	

BE IT RESOLVED, the Town Board does hereby establish an advisory committee to examine the Financial Organization of the Town and to consider the possibility and desirability of appointing a Director of Finance or any other position to assist in the budgeting and financial operations, and it is further

RESOLVED, the advisory committee shall report to the Town Board by its May 15, 2019 meeting and the Town Board shall vote on any recommendations by June 1, 2019, and it is further

RESOLVED, the advisory committee shall be co-chaired by Councilman Proud and Councilman Ross.

RESOLUTION #08 REAPPOINT JOHN B. FOLMER AS TOWN ATTORNEY
THROUGH FEBRUARY 28, 2019

Motion by Councilman Ross

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0

ADOPTED

WHEREAS, due to the resignation for retirement of John B. Folmer, Esq. as Town Attorney a vacancy has occurred, and

WHEREAS, the Town Board has not found a replacement for such position at this time, therefore

BE IT RESOLVED, the Town Board does hereby reappoint John B. Folmer as Town Attorney for a term commencing January 2, 2019 and shall expire February 28, 2019.

RESOLUTION #09 APPROVE THE 2019 ANNUAL CONTRACTS

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby approve the annual contracts for 2019, and shall receive and file them as follows:

Advantage Cleaning Service (6 months)	\$13,832.00
Cortland Regional Sports Council	\$18,000.00
CHA Municipal Consulting Agreement	\$ *hourly rates
Lamont Memorial Library	\$ 1,000.00
SPCA – Cortlandville	\$38,984.00
SPCA – McGraw	\$ 5,000.00
SPCA – Cats Spay/Neuter	\$ 3,500.00
Village of Homer Recreation	\$20,000.00
Village of McGraw Recreation	\$12,000.00

RESOLUTION #10 ADOPT TOWN OF CORTLANDVILLE
PROCUREMENT POLICY - 2019

Motion by Councilman Proud

Seconded by Councilman Withey

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby adopt the Town of Cortlandville Procurement Policy dated January 2, 2019 for the year 2019.

RESOLUTION #11 ADOPT POLICY REGARDING THE USE OF TOWN-ISSUED
CREDIT CARDS - 2019

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby adopt the following Policy regarding the Use of Town-Issued Credit Cards:

Policy Regarding Use of Town-Issued Credit Cards

The Town will issue Town credit cards to certain employees for use in their jobs; this policy sets out the acceptable and unacceptable uses of such credit cards. Use of Town-issued credit cards is a privilege, which the Town may withdraw in the event of serious or repeated abuse. Any credit card the Town issues to an employee must be used for business purposes only, in conjunction with the employee's job duties. Employees with such credit cards shall not use them for any non-business, non-essential purpose, i.e., for any personal purchase or any other transaction that is not authorized or needed to carry out their duties. Employees must pay for personal purchases (i.e., transactions for the benefit of anyone or anything other than the Town) with their own funds or personal credit cards. The Town will not regard expenses for one's own business-related use, such as lodging and meals while on Town-approved business trips, as personal purchases, as long as such expenses are consistent with the Town's travel and expense reimbursement policy. If any employee uses a Town credit card for personal purchases in violation of this policy, the cost of such purchase(s) will be considered an advance of future wages payable to that employee, and will be recovered in full from the employee's next paycheck; any balance remaining will be deducted in full from subsequent paychecks until the wage advance is fully repaid. Such deductions may take the employee's pay below minimum wage for the pay period(s) in question. If an employee uses a Town credit card for any other type of unauthorized transaction in violation of this policy, i.e., incurs financial liability on the Town's part that is not within the scope of the employee's duties or the employee's authorization to make business-related purchases, the cost of such purchase(s) or transaction will be the financial responsibility of that employee, and the employee will be expected to reimburse the Town via deductions from pay until the unauthorized amount is fully repaid. Such deductions will be in the amount of the unauthorized purchase(s), but if a deduction for such amount would take the employee below minimum wage for the workweek in question, the deductions will be in two or more equal increments that will not take the employee's pay below minimum wage for any workweek involved. In addition to financial responsibility and liability for wage deductions, any purchases an employee makes with a Town credit card in violation of this policy will result in disciplinary action, up to and possibly including termination of employment, depending upon the severity and repeat nature of the offense.

Agreement for Wage Deductions Associated with Improper Use of Town-Issued Credit Cards

I, _____ hereby certify that I understand and agree to abide by the Town's policy regarding use of Town-issued credit cards, a copy of which I have received, and which has been explained to me. I agree that if I make any personal purchases (i.e., transactions for the benefit of anyone or anything other than the Town) in violation of that policy, the amount of such purchases is an advance of future wages payable to me, that the Town may deduct that amount from my next paycheck, and that if there is a balance remaining after such deduction, the Town may deduct the balance of the wage advance from my future paychecks until the amount is repaid in full. I further agree that if I make any non-personal transactions in violation of the policy in question, i.e., incur financial liability on the Town's part that is not within the scope of my duties or my authorization to make business-related purchases, I am financially responsible for any such expenses and agree to reimburse the Town via wage deductions for such amounts until the unauthorized amounts are fully repaid. Such deductions will be in the amount of the unauthorized purchase(s), but if such amount would take my pay below minimum wage for the workweek in question, the deductions will be in two or more equal increments that will not take my pay below minimum wage for any workweek involved.

Signature of Employee

Date

Department Head

Date

RESOLUTION #12

REAPPOINT KATHERINE S. WICKWIRE TO THE
CORTLANDVILLE PLANNING BOARD

Motion by Councilman Testa

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey

NAY - 0

ADOPTED

BE IT RESOLVED, the Town Board does hereby reappoint Katherine S. Wickwire, 4391 Cosmos Hill Road, Cortland, New York to the Cortlandville Planning Board for a five-year term commencing January 1, 2019 and shall expire December 31, 2023.

RESOLUTION #13 REAPPOINT THOMAS A. BILODEAU TO THE
CORTLANDVILLE ZONING BOARD OF APPEALS

Motion by Councilman Withey
Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby reappoint Thomas A. Bilodeau, 4457 State Route 41, McGraw, New York to the Cortlandville Zoning Board of Appeals for a five-year term commencing January 1, 2019 and shall expire December 31, 2023.

RESOLUTION #14 REAPPOINT DAVID W. BRIGGS AS TOWN ASSESSOR

Motion by Councilman Withey
Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby reappoint David W. Briggs as Town Assessor for a term commencing October 1, 2019 and shall expire September 30, 2025.

RESOLUTION #15 DESIGNATE THE CORTLAND STANDARD AS
THE OFFICIAL NEWSPAPER FOR THE TOWN
OF CORTLANDVILLE FOR THE YEAR 2019

Motion by Councilman Testa
Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Cortland Standard is hereby designated as the official newspaper for the Town of Cortlandville for the year 2019.

RESOLUTION #16 DESIGNATION OF DEPOSITORIES FOR
TOWN ACCOUNTS FOR THE YEAR 2019

Motion by Councilman Withey
Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, NBT Bank is hereby designated as the depository for the following Town accounts:

General Fund A (Townwide)	Trust & Agency Account
General Fund B (Town outside villages)	Justice Account
Highway Account	Water Fund Account
Town Clerk Account	Sewer Fund Account
Tax Collector Account	

AND BE IT FURTHER RESOLVED, the following banks may be considered if necessary: Key Bank of Central NY; Merchant & Trust Corp. Bank; Tompkins Trust Co.; and First National Bank of Dryden.

RESOLUTION #17 AUTHORIZE TOWN CLERK TO ACCEPT THE
SUPERVISOR'S ANNUAL FINANCIAL REPORT
90 DAYS AFTER THE CLOSE OF 2018

Motion by Councilman Ross

Seconded by Councilman Testa

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby authorize the Town Clerk to accept the Supervisor's Annual Financial Report to the State Comptroller 90 days after the close of the fiscal year of 2018, and

BE IT FURTHER RESOLVED, that the Town Clerk shall cause a notice to be published within ten (10) days after receipt thereof, stating that a copy of such report is on file in the Town Clerk's office and available for public inspection and copying, in accordance with Town Law, Section 29, Article 10-A, amended June 29, 1979.

RESOLUTION #18 DELEGATE TOWN BOARD MEMBERS TO AUDIT
2018 RECORDS OF TOWN OFFICIALS

Motion by Councilman Proud

Seconded by Councilman Withey

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the records of Town Officials and Town Employees, for the year 2018, shall be audited by Town Board members by January 16, 2019 as follows:

Supervisor	Theodore V. Testa
Town Clerk/Tax Collector	Douglas C. Withey
Town Justices	C. Randolph Ross
Highway, Water & Sewer	John C. Proud

RESOLUTION #19 ACCEPT AGREEMENT OF EXPENDITURES OF
HIGHWAY MONIES FOR THE YEAR OF 2019

Motion by Councilman Withey

Seconded by Councilman Testa

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

WHEREAS, the Agreement of Expenditures of Highway monies, in accordance with Section 284 of the Highway Law, was submitted by the Town Highway Sup't. as required, therefore

BE IT RESOLVED, the Agreement of Expenditures of Highway monies for 2019 is hereby accepted and shall be signed by members of the Town Board and Highway Superintendent.

RESOLUTION #20 ADOPT THE 2019 SALARY SCHEDULE
FOR THE TOWN OF CORTLANDVILLE

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby adopt the 2019 Salary Schedule for Town of Cortlandville employees and elected/appointed officials.

RESOLUTION #21ADOPT TOWN HIGHWAY DEPARTMENT
SALARY SCHEDULE FOR 2019

Motion by Councilman Proud
Seconded by Councilman Testa
VOTES: AYE - Tupper, Testa, Proud, Ross, WitheyNAY - 0
ADOPTED

BE IT RESOLVED, the Town Board does hereby adopt the Town Highway Department salary schedule for the year 2019 as follows:

HIGHWAY DEPARTMENT 2019 PAYROLL SCHEDULE						
	HIRING	A	B	C	D	E
Deputy Highway Sup't.	Designated person will have \$2.04/hour added to their current titled job position hourly pay rate.					
Heavy Equipment Mechanic	23.66	24.17	24.68	25.19	25.70	26.21
Heavy Equipment Operator/ with Trailer CDL	22.95	23.72	24.23	24.74	25.25	25.77
Heavy Equipment Operator without Trailer CDL	22.44	23.21	23.72	24.23	24.74	25.36
Automotive Mechanic	21.68	22.95	23.47	23.98	24.50	25.01
Motor Equipment Operator	20.15	22.36	22.97	23.49	23.90	24.21
Laborer	15.81	16.83	17.85	18.87	19.89	20.40
Buildings & Grounds Laborer	15.81	16.83	17.85	18.87	19.89	20.40
Secretary/ Keyboard Specialist	15.81	16.83	17.85	18.36	18.87	19.38
Part-time Summer Laborer	11.10	11.35	11.60	11.85	12.10	12.35
Recreation Director	14.69	14.94	15.20	16.32	17.34	18.36
Asst. Recreation Director	11.10	11.35	11.60	11.85	12.10	12.35
NIGHT SHIFT RATE:	\$1.00 per hour is added to the regular hourly base wage. (The night shift is a regular scheduled shift from 8:00 p.m. to 5:00 a.m.)					
WAGES NOTE:	An H.E.O. that does not have the required CDL license that is needed to move the Town's equipment using the largest equipment trailer the Town has will receive \$0.40 to \$0.50 per hour <u>less</u> than the H.E.O. employees that do have the license.					

Hiring rate and step rates are given on anniversary dates if work improvement and performance are shown.

RESOLUTION #22AUTHORIZE CONVEYANCE OF THE TOWN'S PEDESTRIAN
FOOTBRIDGE TO THE VILLAGE OF MCGRAW SUBJECT TO
PERMISSIVE REFERENDUM

Motion by Councilman Proud
Seconded by Councilman Testa
VOTES: AYE - Tupper, Testa, Proud, Ross, WitheyNAY - 0
ADOPTED

WHEREAS, per Town Board Resolution #281 of 2018 adopted on December 5, 2018, the Town of Cortlandville and the Village of McGraw entered into an agreement regarding the installation, ownership and maintenance of a pedestrian bridge to be installed in the Village of McGraw to connect East Academy Street and Spring Street (over Smith Brook) to commence January 1, 2019 and terminate December 31, 2021, and

WHEREAS, it is the desire of both the Town of Cortlandville and the Village of McGraw for the Town to convey the pedestrian bridge to the Village of McGraw, therefore

BE IT RESOLVED, the Town Board does hereby authorize and direct the Supervisor to convey the Town of Cortlandville's pedestrian bridge to the Village of McGraw, and it is further

RESOLVED, this resolution is adopted subject to permissive referendum as required by law.

Councilman Withey made a motion, seconded by Councilman Proud, to receive and file the Notice of Violation from CEO Desiree Campbell to Cortland MHP Associates, Inc., dated December 27, 2018, regarding the Mobile Home Park Renewal Permit applications and violations to correct prior to the approval of such permits by the Town Board. All voting aye, the motion was carried.

Councilman Proud made a motion, seconded by Councilman Testa, to receive and file correspondence from Melinda McCool, Superintendent of McGraw Schools, dated December 21, 2018, commending the Town Highway Department and employees for the excellent maintenance of the roads within the school district. All voting aye, the motion was carried.

RESOLUTION #23 REFER AQUIFER PROTECTION PERMIT APPLICATION
SUBMITTED BY SQUEAKY CLEAN CAR WASH FOR
PROPERTY LOCATED AT 1087 NYS ROUTE 222 TO THE
TOWN AND COUNTY PLANNING BOARDS FOR REVIEW
AND RECOMMENDATIONS

Motion by Councilman Withey

Seconded by Councilman Proud

VOTES: AYE - Tupper, Testa, Proud, Ross, Withey NAY - 0
ADOPTED

BE IT RESOLVED, the Aquifer Protection Permit application submitted by Squeaky Clean Car Wash for property located at 1087 NYS Route 222, tax map #86.13-01-29.000, shall be forwarded to the Town and County Planning Boards for review and recommendations, and it is further

RESOLVED, the Aquifer Protection Permit application is hereby received and filed.

No further comments or discussion were heard.

Councilman Proud made a motion, seconded by Councilman Testa, to adjourn the Regular Meeting. All voting aye, the motion was carried.

The meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Kristin E. Rocco-Petrella

Kristin E. Rocco-Petrella, RMC
Town Clerk
Town of Cortlandville

*Note:

The draft version of this meeting was submitted to the Town Board for their review on January 11, 2019.

The final version of this meeting was approved as written at the Town Board meeting of January 16, 2019.